



*Inspiring learning for life*

Acting Headteacher: Mr J Niedzwiedzki, BA (Hons), PGCE

See Distribution

Reference: SGC/02/10/2017

Date: 21 November 2017

**RECORD OF DECISIONS (RoD) FROM SGC MEETING 21 November 2017**

Present	Mr M Senescall Mrs L Grant Mr J Niedzwiedzki Mrs N Harris Mrs K Jarvis Mr P Hodgson Mrs L Sewell Mr A MacDonald Mrs L Robertson Mrs R Vanspringel Mr Mitchell Mr Edmunds	Chairperson Deputy Chairperson Acting Headteacher School Business Manager Parent Parent Parent Parent Secretary Legal Employer EJSU Padre / Parent Parent
Apologies	Mrs Brown Mr J Harrington Mrs J Marshall Mr S Boyle Mr B Robbins	FS Leader Parent Dependant Parent Dependant

**RECORD OF DECISIONS**

**ITEM 1 – CHAIRMAN’S OPENING REMARKS**

The Chair welcomed all members to the meeting.

All Sub-Committees have met and a consolidated record report has been created and issued to all attendees.

The Chair reminded all members to complete the DBS clearance documentation and pass to the school for processing prior to the end of 2017.

Arranging Safeguarding Training for SGC members is ongoing. It was suggested that to expediate the process the training may be arranged by contacting the School Improvement Partner or Kim Harrison. Mr Niedzwiedzki has agreed to explore this option.

**ACTION**

All Members

Mr Niedzwiedzki



## RECORD OF DECISIONS

## ACTION

### ITEM 2 – APOLOGIES FOR ABSENCE

Apologies for absence were received by Mr Boyle, Mr Harrington and Mrs Marshall

### ITEM 3 – MINUTES OF THE LAST MEETING/ACTIONS ARISING

Mr A MacDonald was added to the list attendees.

The previous minutes were agreed.

### ITEM 4 – SUB-COMMITTEE REPORTS

Each Sub-Committee gave a brief overview of their respective meetings:

*Leadership and Management* – The Sub-Committee noted that given the overall school performance it is clearly evident the school has strong leadership. Areas of further discussion included the new school build and a general overview of the staff appraisal process. An additional meeting with the School Project Manager has been arranged to discuss the new school build following the full SGC meeting.

*Pupil Outcome* – Overall pupil outcomes are good. The areas of development i.e. phonics checks and greater depth reading were discussed in detail. The phonics checks can be attributed to skewed statistics due to new children arriving mid-term.

*Teaching, Learning and Assessment* – Overall the school provided an excellent learning environment for pupils.

The introduction of Learning Ladders as an assessment tool will reduce teacher workload and providing ongoing assessment of pupils. As it is in its initial stages of implementation it is important to incorporate a feedback loop to maximise benefits. The importance of providing consistency through development of understanding and knowledge of Supply Teachers was also highlighted.

*Personal Development, Behaviour and Welfare* – Discussions centred on the 'Shield of Incredible Characters' and how it has embedded throughout the school. The Sub-Committee were given an opportunity to view classes, displays, play areas as well as speak to a selection of pupils.

A further review of the success of the implementation of the character initiative for current pupils and the impact on ex pupils was considered.

The Sub-Committee also discussed the schools approach to healthy eating with the use of the School Lunch Menu.

The format of the Sub-Committee meetings was approved with a consolidated report used for record purposes. It was noted that it is not necessary to include a detailed description of discussion but it is vital that all key points should be recorded. It is envisaged that these reports will provide a valuable reference tool for future meetings so it is important that they are a comprehensive record of all areas discussed.

## RECORD OF DECISIONS

## ACTION

### ITEM 5 – HEADMASTER REPORTS

Mr Niedzwiedzki provided an overview of the Headmasters report. He thanked the SGC for their continued support and for organising the farewell reception for Mr Bucknill.

It was noted that although the school was not expecting an OFSTED inspection this year the work of the Sub-Committees and the key support provided by Mrs Brenda Titley, Senior Inspector Advisor ensures the school is continuing to deliver robust work in this area.

The reduction of KS2 pupils achieving greater depth in reading has been highlighted and reviews of the test has informed teaching practices but a holistic approach to encourage reading is the overall aim.

The transition to the new building with the Canadian Section was highlighted as a potential area of concern. It would be helpful to identify the areas of the school that will be mixed with the Canadian Section e.g. lunch, assembly and what areas will be separate. At this stage it would be beneficial to identify potential areas of concern and develop strategies in order to minimise any disturbance to school performance during the months following the move.

The displays throughout the current school create an excellent learning environment. Concerns were raised that following transition to the new school, it may not be possible to have the same degree of displays due to shared ownership or restrictions on displays in a new building.

The Leadership and Management Sub-Committee will take these points to the School Project Manager.

Leadership and  
Management  
Sub-Committee

The Chair expressed his thanks to Mr Bucknill and all departing staff and issued a warm welcome to all new staff. The SGC expressed its support for the Mr Niedzwiedzki as the Acting Headteacher.

### ITEM 6 – PREDICTED TIMELINE FOR HEADTEACHER RECRUITMENT

The Headteacher post will be advertised February 2018 and it is unlikely that a substantive appointment will be made before the end of this academic year. It was highlighted that this timescale may conflict with the transition to the new school and that this should be highlighted as a potential area of concern. Mr Niedzwiedzki will take this forward with Mr Andrew Malcolm, School Improvement Partner.

Mr Niedzwiedzki

### ITEM 7 – ANY OTHER BUSINESS

No other business

### ITEM 10 – DATE OF NEXT MEETING

The proposed date for the next full SGC is 6 March 2017

All members are to check calendars for suitability and confirm attendance.

Members to  
confirm  
attendance

{Original Signed }

**RECORD OF DECISIONS**

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Distribution:  
All Committee Members

**ACTION**